

(LETTERHEAD OF LOCAL SPONSOR)

(CURRENT DATE)

Ms. Sharon Bond
Chief, Planning Branch
U. S. Army Engineer District, Louisville
P.O. Box 59
Louisville, Kentucky 40201-0059

Dear Ms. Bond:

The (City of _____, Town of _____, County of _____) hereinafter called the "Sponsor", is interested in obtaining Corps of Engineers assistance in addressing the need for clearing and snagging or possible channel excavation on **(Creek, River)** at **(provide location)** under authority of **Section 208 of the 1954 Flood Control Act.** *(Briefly discuss need for study and nature, extent, and source of problem and provide any other available information such as estimated dollar damage, etc.)*

We understand that the Corps will initiate a Planning and Design Analysis (PDA) after receipt of this letter of intent and subject to availability of funds. The PDA will be funded 100 percent Federal up to \$40,000. This initial Federal investment is not considered part of the project implementation costs. All costs exceeding \$40,000 are considered part of project implementation costs and will be cost shared as described below. PDA tasks begin with the development of a solution to the problem and conclude with award of the construction contract. The Sponsor will be an active participant in the study process and will have the opportunity to review plans as they are developed.

The costs associated with project implementation for the purposes of cost sharing are as follows: (1) PDA costs greater than \$40,000; (2) Construction contract amount; (3) Construction management and administrative costs; and (4) Lands, easements, rights-of-way, relocations, and disposal costs (LERRD).

We understand that project implementation costs are cost shared up to 65 percent Federal and a minimum 35 percent non-federal.

The non-federal share of project implementation costs consists of provision of lands, easements, rights-of-way, relocations, and disposal areas necessary for the project (LERRD), plus a cash contribution of 5 percent of the total project implementation costs. In the event that the value of LERRD furnished, plus 5 percent, does not equal at least 35 percent of the total project implementation cost, the non-federal sponsor must contribute additional cash to equal 35 percent.

We are also aware that the local sponsor is responsible for operating and maintaining the project upon completion of construction and that the Corps will inspect the project periodically following construction.

This letter constitutes an expression of intention and not a contractual obligation. We understand that the Sponsor or the Corps may opt to discontinue the project development process prior to the execution of the Project Cooperation Agreement (PCA), which occurs at the end of the Planning and Design Analysis, prior to award of a construction contract.

If you need additional information, please contact: (designee) at (telephone number).

Signed by the Chief Executive Officer
And
Legal Counsel for the Government Entity

cc: Louisville District Corps of Engineers
ATTN: Ms. Amy K. Sharp; PM-P (Outreach Coordinator)
P.O. Box 59
Louisville, Kentucky 40201-0059